

DCF 252.07 Non-discrimination, confidentiality and reporting child abuse.**(1) DISCRIMINATION PROHIBITED.**

(a) The licensee shall ensure that the day camp does not discriminate in employment against properly qualified individuals in a manner prohibited in ss. 111.31 to 111.395, Stats.

(b) The licensee shall ensure that the day camp does not discriminate against any enrolled child and family or any applicant for enrollment in admission, privilege of enrollment, or discharge condition on the basis of age, race, color, sex, sexual orientation, creed, disability, national origin, or ancestry as provided in s. 106.52, Stats.

The Department of Children and Families Civil Rights Unit investigates all discrimination complaints that are submitted to DCF by its clients and customers that are based on practices prohibited by relevant state and federal civil rights laws. To file a complaint contact the DCF Equal Opportunity Officer at 608-266-5335 or the U.S. Department of Health and Human Services, Office of Civil Rights at 312-886-2359.

(2) CONFIDENTIALITY OF RECORDS.

(a) The licensee is responsible for the day camp's compliance with s. 48.78, Stats., and this subsection.

(b) Persons who have access to children's records may not discuss or disclose personal or other information about a child or a child's relatives. This paragraph does not apply to any of the following:

1. The parent or a person authorized in writing by the parent to receive such information.

Every parent has a right to their child's school, medical, and dental records. The only exceptions to this rule are if a court specifically orders that a parent does not have access to the records.

2. An agency that is assisting in planning for the child if the parent has given consent.

3. An agency authorized under s. 48.78, Stats., to have access to children's records.

A licensed day camp may give access to confidential information regarding an individual in care to a social welfare or law enforcement agency or the Department of Children and Families.

A social welfare agency is a county department of social or human services, an Indian tribal social service agency or agent or a licensed child welfare agency under contract with the county department.

A law enforcement agency is a sheriff or police department.

(c) If a parent requests a record or report on the parent's child, the day camp shall make the record or report accessible to the parent upon request.

Every parent has a right to their child's school, medical, and dental records. The only exceptions to this rule are if a court specifically orders that a parent does not have access to the records.

(d) All records required by the department for licensing purposes shall be made available to licensing representatives upon request.

(3) REPORTING CHILD ABUSE.

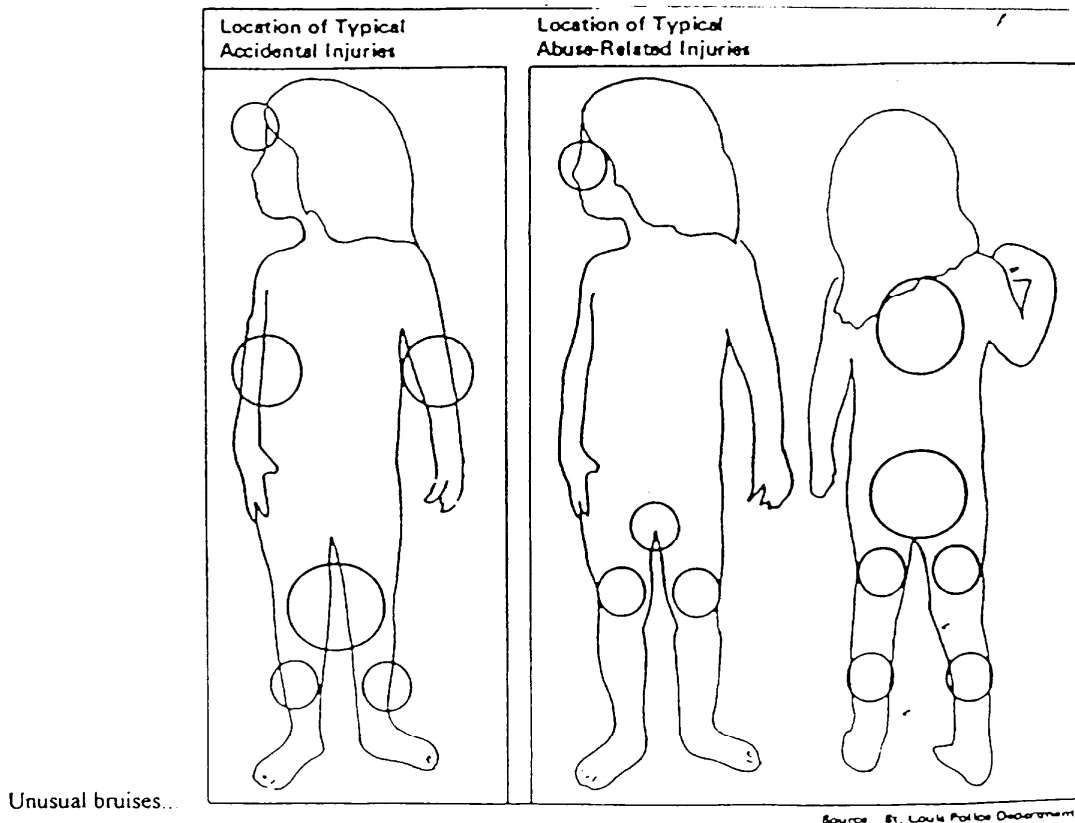
(a) A licensee who knows or has reasonable cause to suspect that a child has been abused or neglected as defined in s. 48.981(1), Stats., shall immediately contact the county welfare agency, or local law enforcement agency in compliance with s. 48.981, Stats.

(b) The licensee shall ensure that every day camp worker who comes in contact with the children at the day camp has received annual pre-camp training in all of the following:

252.07(3)(b)continued

A review of the DCF brochure "It Shouldn't Hurt to be a Child" will meet the requirement for pre-training in child abuse or neglect identification and reporting procedures. A copy of the brochure is available from the department's website: www.dcf.wisconsin.gov.

Training in child abuse and neglect identification and reporting procedures could involve local child protective services, local law enforcement agencies or other agencies that provide continuing education experiences. An on-line training in child abuse and neglect mandated reporting is available on the department's website: www.dcf.wisconsin.gov.



1. Child abuse and neglect laws;
2. Identification of children who have been abused or neglected; and
3. The process for reporting known or suspected cases of child abuse or neglect.

Note: Failure of the licensee to report known or suspected incidents of child abuse or neglect does not lessen the legal duty of the child care worker to report known or suspected cases of child abuse or neglect.

Licensees, employees and volunteers are mandated reporters.

- A mandated reporter is a person who witnesses or has reasonable knowledge to suspect that a child has been abused or neglected and is required to contact the proper authority (county department of social or health and human services or law enforcement.) immediately.
- The witness or the person who has reasonable knowledge to suspect that a child has been abused or neglected should be the person to make the report.

See Wisconsin Statutes 48.981.